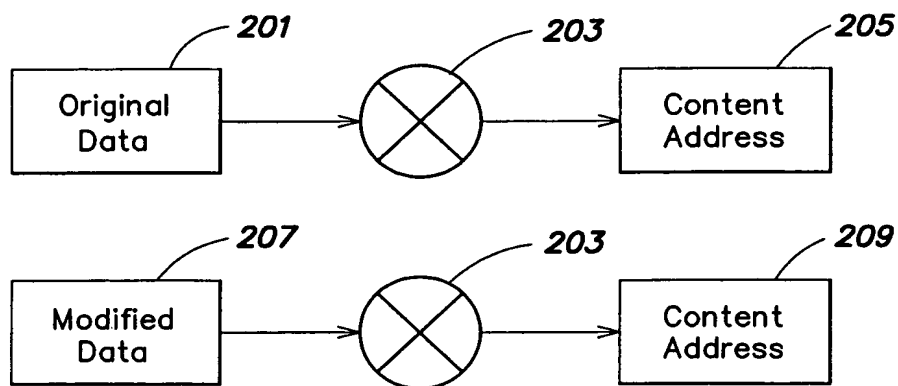
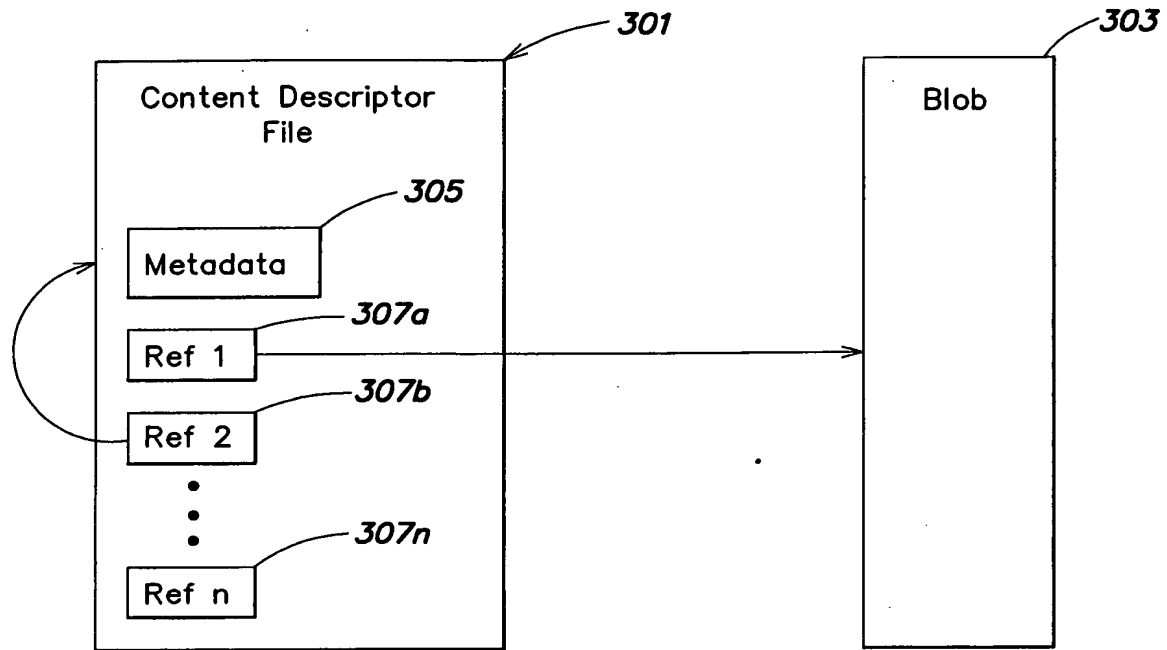


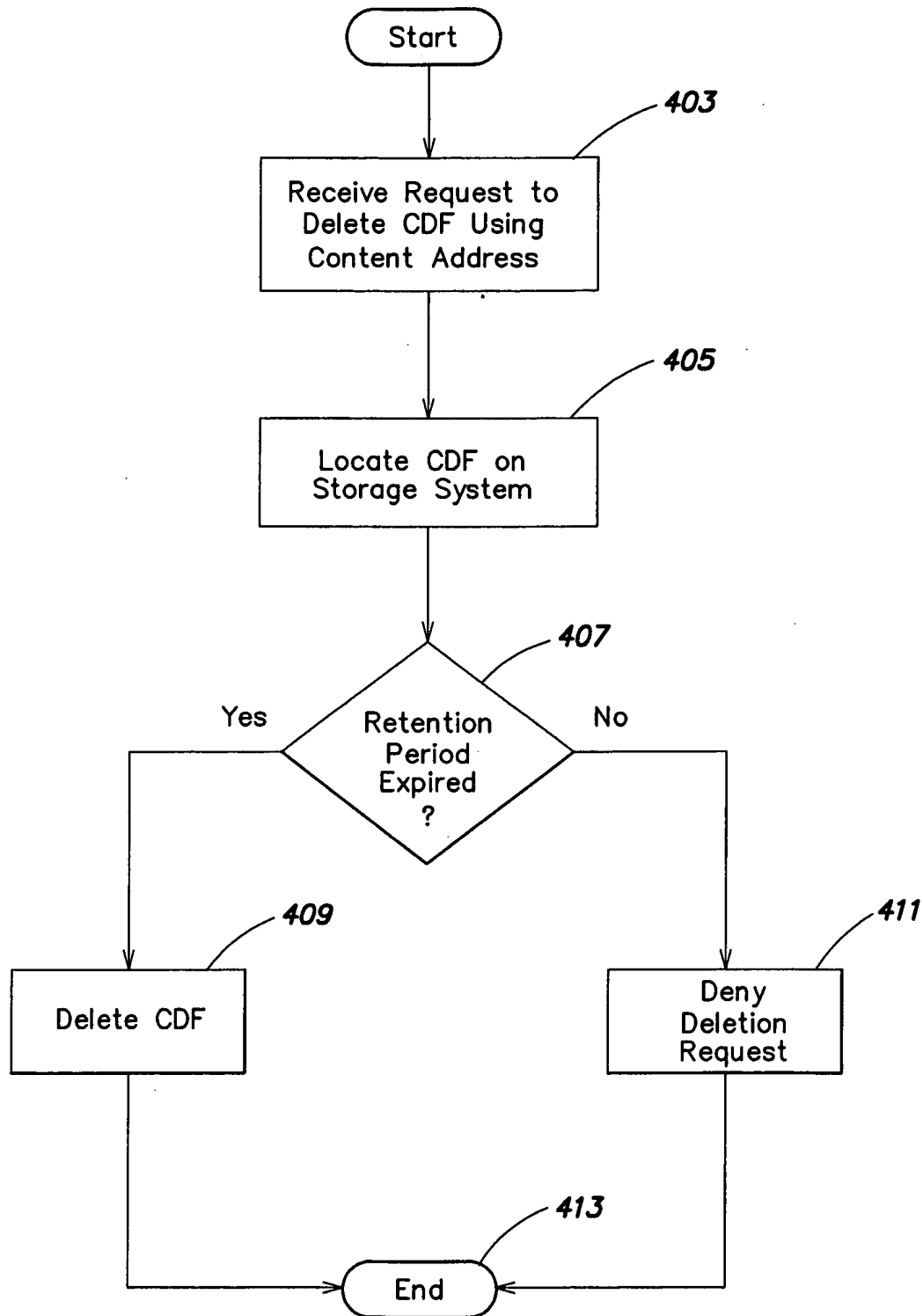
**FIG. 1**



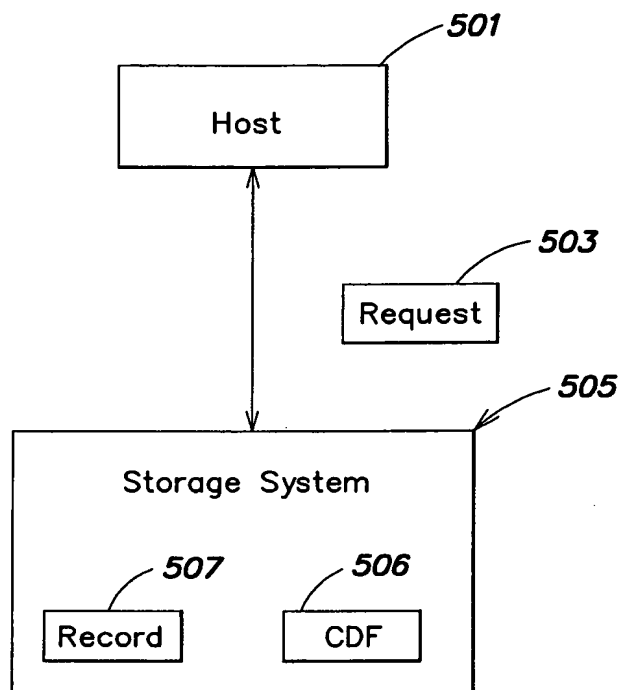
**FIG. 2**



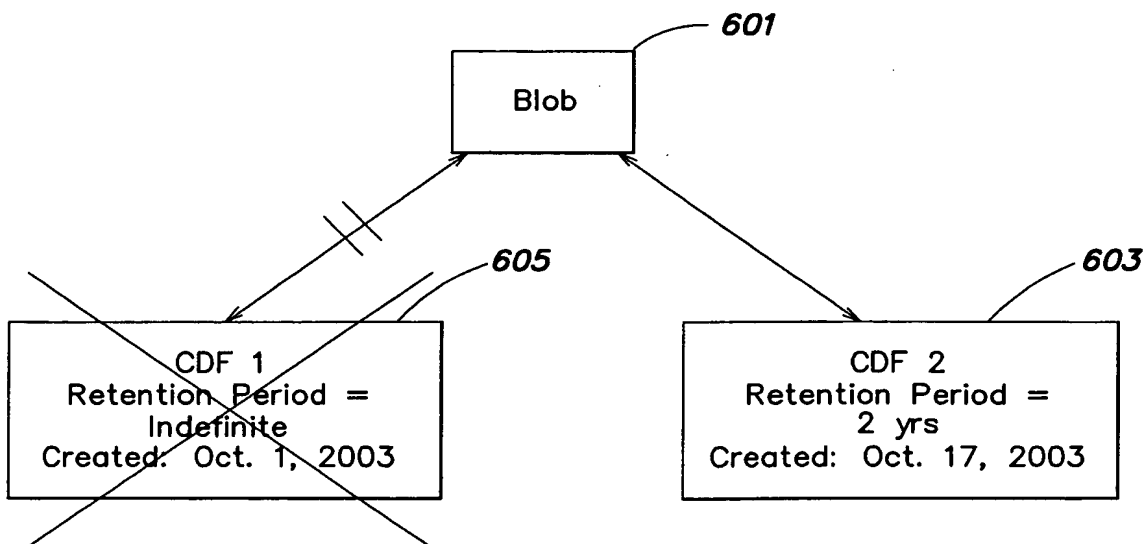
**FIG. 3**



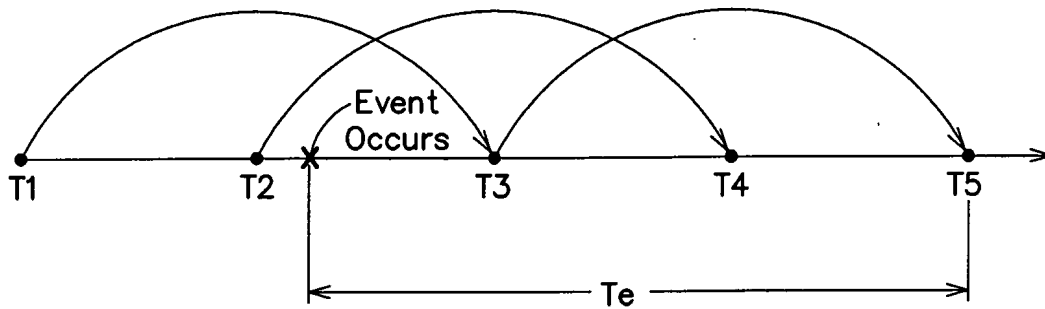
**FIG. 4**



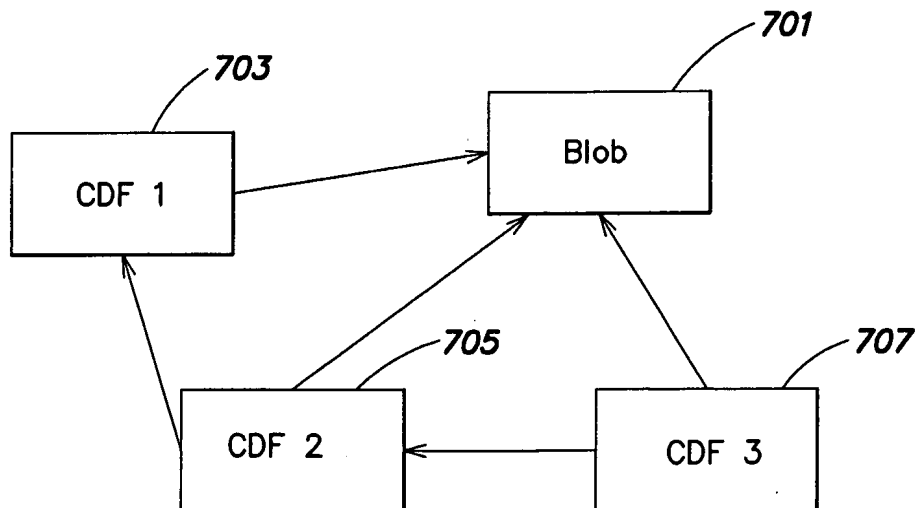
**FIG. 5**



**FIG. 6**



**FIG. 7A**

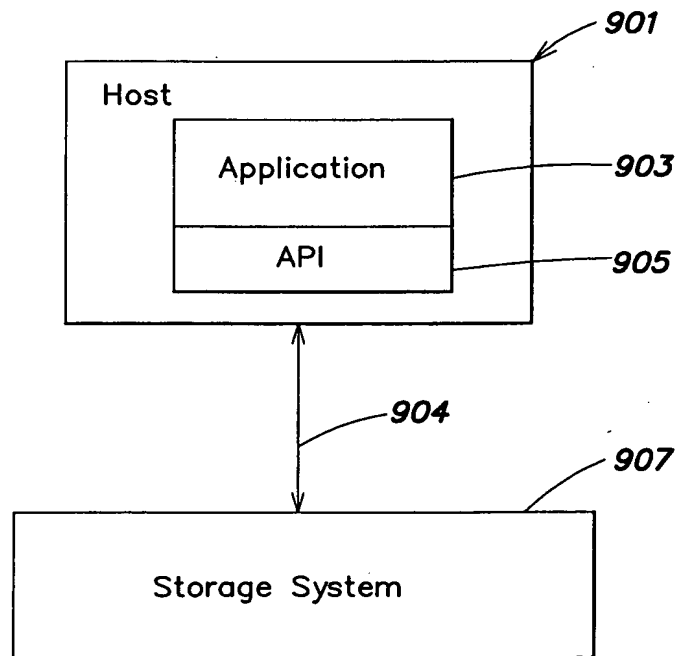


**FIG. 7B**

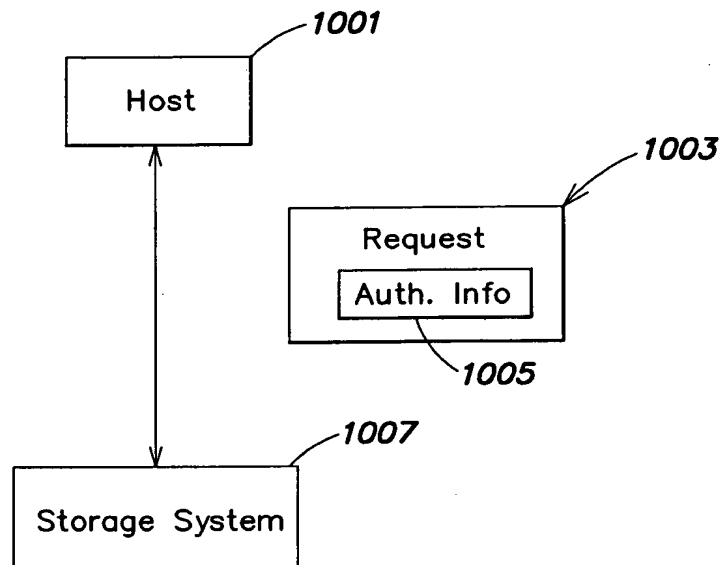
801

Class	Retention Period
E-Mail	7 yrs.
Financial Records	5 yrs.

**FIG. 8**



**FIG. 9**



**FIG. 10**